

**SANTA MARIA PUBLIC AIRPORT DISTRICT
BOARD OF DIRECTORS**

**Thursday
March 22, 2018**

**Administration Building
Airport Boardroom
7:00 P.M.**

**REGULAR MEETING
A G E N D A**

This agenda is prepared and posted pursuant to the requirements of the California Government Code Section 54954.2. By listing a topic on this agenda, the Santa Maria Public Airport District has expressed its intent to discuss and act on each item. The Santa Maria Public Airport District welcomes orderly participation at its meetings from all members of the public. This includes assistance under the Americans with Disabilities Act to provide an equally effective opportunity for individuals with a disability to participate in and benefit from District activities. To request assistance with disability accommodation, please call (805) 922-1726. Notification at least 48 hours prior to the meeting would enable the Santa Maria Public Airport District to make reasonable arrangements to ensure accessibility to this meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Rafferty, Adams, Engel, Brown, Baskett

- 1. MINUTES OF THE REGULAR MEETING HELD MARCH 08, 2018.**
- 2. COMMITTEE REPORT(S):**
 - a) AVIATION SUPPORT & PLANNING (Standing or Ad Hoc)
 - b) ADMINISTRATION & FINANCIAL (Standing or Ad Hoc)
 - c) MARKETING & PROMOTIONS (Standing or Ad Hoc)
 - d) CITY & COUNTY LIAISON
 - e) STATE & FEDERAL LIAISON
 - f) VANDENBERG LIAISON
 - g) BUSINESS PARK COMMITTEE (Ad Hoc)
- 3. GENERAL MANAGER'S REPORT**
 - a) Monthly Activity Report
- 4. MANAGER OF FINANCE & ADMINISTRATION REPORT**
 - a) Demand Register
 - b) Quarterly Financial Statement Ending 12/31/17
 - c) Budget Deviation

5. **DISTRICT COUNSEL'S REPORT. (Joshua George and Natalie Frye Laacke)**
6. **PUBLIC SESSION:** Statements from the floor will be heard during public session. Request to Speak forms are provided for those wishing to address the board. After completing the form, please give it to the Clerk. Requests requiring board action will be referred to staff and brought on the next appropriate agenda. Members of the public are cordially invited to speak on agenda items as they occur. Staff reports covering agenda items are available for review in the offices of the General Manager on the Tuesday prior to each meeting. The Board will establish time limit for receipt of testimony. The board reserves the right to establish further time limits for receipt of testimony.
7. **AUTHORIZATION FOR THE GENERAL MANAGER TO EXECUTE A NOTICE OF COMPLETION FOR THE TERMINAL APRON RECONSTRUCTION PROJECT BETWEEN THE DISTRICT AND CALPORTLAND CONSTRUCTION.**
8. **AUTHORIZATION FOR THE GENERAL MANAGER TO EXECUTE A REVOCABLE PERMIT REQUEST BETWEEN THE DISTRICT AND IAC 26 FOR THE ANNUAL AEROBATIC CONTEST.**
9. **AUTHORIZATION FOR THE PRESIDENT AND SECRETARY TO EXECUTE THE FIRST AMENDMENT OF SERVICE AGREEMENT BETWEEN THE DISTRICT AND RICHARD MCKENZIE OF ARCHITECT'S CONSULTING SERVICE FOR THE ARCHITECT DESIGN AND CONSTRUCTION ADMINISTRATION FOR ROOF REPAIR.**
10. **DISCUSSION AND DIRECTION TO STAFF REGARDING NEW OWNER BUILD HANGARS.**
11. **DISCUSSION AND DIRECTION TO STAFF REGARDING SANTA MARIA MOTOR SPORTS.**
12. **CLOSED SESSION.** The Board will hold a Closed Session to discuss the following item(s):
 - a) **Conference with Real Property Negotiators (Chris Hastert, Tom Ross and District Counsel) Re: 1424 Fairway Dr. (Gov. Code Section 54956.8).**
 - b) **Conference with Real Property Negotiators (Chris Hastert, Tom Ross and District Counsel) Re: 3203 Lightning St. Suite 105 (Gov. Code Section 54956.8).**
13. **DIRECTORS' COMMENTS.**
14. **ADJOURNMENT.**

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MINUTES OF THE REGULAR BOARD
MEETING OF THE BOARD OF DIRECTORS
OF THE SANTA MARIA PUBLIC AIRPORT
DISTRICT HELD MARCH 8, 2018

The Board of Directors of the Santa Maria Public Airport District held a Regular Meeting at the regular place at 7:00 p.m. Present were Directors Rafferty, Adams, Engel, and Baskett, General Manager Hastert, Manager of Finance & Administration Reade and District Counsel George. Director Brown was absent.

1. MINUTES OF THE REGULAR MEETING HELD February 22, 2018. Director Engel made a Motion to approve the minutes of the regular meeting held February 22, 2018. Director Adams Seconded and it was carried by a 4-0 vote.
2. COMMITTEE REPORT(S):
 - a) AVIATION SUPPORT & PLANNING (Standing or Ad Hoc) – No meeting scheduled.
 - b) ADMINISTRATION & FINANCIAL (Standing or Ad Hoc) – No meeting scheduled.
 - c) MARKETING & PROMOTIONS (Standing or Ad Hoc) – No meeting scheduled.
 - d) CITY & COUNTY LIAISON – No meeting scheduled.
 - e) STATE & FEDERAL LIAISON – No meeting scheduled.
 - f) VANDENBERG LIAISON – No meeting scheduled.
 - g) BUSINESS PARK COMMITTEE (Ad Hoc) – No meeting scheduled.
3. GENERAL MANAGER'S REPORT. General Manager Hastert discussed the details of the Mead & Hunt Air Service Development conference he attended. He notified the Board of upcoming changes to our website. He reminded the Board of the upcoming City meeting. He reviewed the details of the yearly Part 139 inspection.
4. MANAGER OF FINANCE & ADMINISTRATION REPORT.

The Manager of Finance & Administration presented the Demand Register to the Board for review and approval.

 - a) Demand Register. The Demand Register, covering warrants 065076 through 065120 in the amount of \$240,079.31 was recommended for approval as presented. Director Baskett made a Motion to accept the Demand Register as presented. Director Engel Seconded and it was carried by a 4-0 vote.
5. DISTRICT COUNSEL'S REPORT. Nothing to report.

1 6. PUBLIC SESSION: Statements from the floor will be heard during public session.
2 Request to Speak forms are provided for those wishing to address the board. After
3 completing the form, please give it to the Clerk. Requests requiring board action
4 will be referred to staff and brought on the next appropriate agenda. Members of
5 the public are cordially invited to speak on agenda items as they occur. Staff
6 reports covering agenda items are available for review in the offices of the General
7 Manager on the Tuesday prior to each meeting. The Board has established a five-
8 minute time limit for receipt of testimony. The board reserves the right to establish
9 further time limits for receipt of testimony.

10
11 7. Authorization for the President and Secretary to execute a lease between the
12 District and Scannell Properties. Director Engel made a Motion to approve.
13 Director Baskett Seconded with the modifications listed in the lease and it was
14 carried by a 4-0 vote.

15
16 8. Authorization for the President and Secretary to consent to the transfer of the
17 hangar located at 2987-B Airpark Drive to Ravindra Chandrasena. Director Adams
18 made a Motion to approve. Director Engel Seconded and it was carried by a 4-0
19 vote.

20
21 9. Nomination for independent Special District Representative to Santa Barbara
22 Local Agency Formation Commission. President Rafferty recommends Craig
23 Geyer and Judith Ishkanian. Director Engel made a Motion to approve the
24 nomination. Director Adams Seconded and it was carried by a 4-0 vote.

25
26 10. Nomination for independent Special District Representative for county wide
27 Redevelopment Agency Oversight Board. President Rafferty recommends
28 Director Baskett. Director Baskett made a Motion to approve the nomination.
29 Director Engel Seconded and it was carried by a 4-0 vote.

30
31 11. Authorization for the award of the Fence Repair Project to J F Will Co. and
32 authorization for the President and Secretary to execute the contract between the
33 District and J F Will Co. for the Fence Repair Project subject to District Counsel's
34 review of insurance and bonds. Director Adams made a Motion to approve.
35 Director Baskett Seconded and it was carried by a 4-0 vote.

36
37 RECESS: At 7:22 p.m.

38
39 Return to OPEN SESSION: At 7:30 p.m. The Board and staff reconvened to Open
40 Session.

41
42 12. CLOSED SESSION. At 7:30 p.m. the Board went into Closed Session to discuss
43 the following item(s):

44
45 a) Conference with Real Property Negotiators (Chris Hastert, Tom Ross and
46 District Counsel) Re: 1424 Fairway Dr. (Gov. Code Section 54956.8).

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48 At 7:40 p.m., the Board and staff reconvened to Open Public Session.

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50 There were no reportable actions.

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13. DIRECTORS' COMMENTS: Director Engel would like an update on Santa Maria Motor Sports at the next meeting.

Director Adams would like to add dates for the air show on our social media accounts.

Director Baskett is seeking a public apology from Director Engel in order to avoid filing criminal charges.

Director Rafferty appreciates the work that went into the Scannell lease.

14. ADJOURNMENT. President Rafferty asked for a Motion to adjourn to a Regular Meeting to be held on March 22, 2018 at 7:00 p.m. at the regular meeting place. Director Rafferty made that Motion, Director Engel Seconded and the Motion was carried by a 4-0 vote.

ORDER OF ADJOURNMENT

This Regular Meeting of the Board of Directors of the Santa Maria Public Airport District is hereby adjourned at 7:45 p.m. on March 8, 2018.

Hugh Rafferty, President

Carl Engel, Secretary

Monthly Activity Rep

February 2018



AGENDA ITEM

3a

3/22/2018

Aviation Building Information

	Inventory	Occupied	Available	Occupancy Rate
T Hangars	140	138	2	99%
Corporate T Hangars	8	8	0	100%
Corporate Hangars	28	28	0	100%
Storage Units	26	24	2	92%
Owner Build	23	23	0	100%
Commercial Aviation Hangar Space (SqFt)	107,782	105,407	275	98%
Commercial Aviation Office Space (SqFt)	28,800	19,449	9,351	68%

Hangar Waiting List

T-Hangars	10
Corporate/Corporate T-Hangar	16

Monthly Activity

	Feb-17	Jan-18	Feb-18	%Change
Operations	2,274	2,705	2,738	20%
Noise/Nuisance Complaints	0	0	1	
Jet\100LL Fuel (Gallons)	50,119	79,955	39,619	-21%

Enplanments

	Feb-17	Jan-18	Feb-18	%Change
Allegiant	1,309	1,815	1,522	16%
Central Coast Shuttle	740	997	740	0%

Airline Load Factor

	# of Flights	Load Factor Actual flights	Load Factor SCHED flights
Allegiant	12	76%	76%

Land Lease Information (Acres)

	Inventory	Occupied	Available
Business Park	224	0	224
Agriculture	592.29	592.29	0
Grazing	511	511	0
Non Aviation Land Leases	TBD	48.42	
Aviation Land Leases	TBD	12.22	
Total Airport Acreage	2,550		

Mobile Home Park

	Spaces Rented	Units Sold
Mobile Home Park	78	

2017-2018

**DEMAND REGISTER
SANTA MARIA PUBLIC AIRPORT DISTRICT**

Full consideration has been received by the Santa Maria Public Airport District for each demand numbers 065121 to 065221 and Electronic Payments on Pacific Premier Bank in the amount of \$93,266.82.

CHRIS HASTERT
GENERAL MANAGER

DATE

The undersigned certifies that the attached register of audited demands of the Santa Maria Public Airport District for each demand, numbers 065121 to 065221 and Electronic Payments on Pacific Premier Bank in the total amount of \$93,266.82 has been approved as being in conformity with the budget approved by the Santa Maria Public Airport District and funds are available for their payment.

VERONEKA READE
MANAGER OF FINANCE & ADMINISTRATION

DATE

THE BOARD OF DIRECTORS OF THE SANTA MARIA PUBLIC AIRPORT DISTRICT APPROVED PAYMENT OF THE ATTACHED WARRANTS AT THE MEETING OF MARCH 22, 2018.

CARL ENGEL
SECRETARY

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	AIP Funding	Description
065121*	3/8/2018	Applied Industrial Technologies	\$432.41		Heavy Equipment Maint.
065122*	3/8/2018	Armstrong's Lock and Key	\$838.40		Building Maint. - Terminal
065123*	3/8/2018	AT&T	\$244.75		Phone Service
065124*	3/8/2018	Doyer's Diesel	\$751.50		Heavy Equipment Maint.
065125*	3/8/2018	Frontier Communications	\$1,169.21		Telephone Service
065126*	3/8/2018	Hayward Lumber Company	\$243.40		Building Maint. - Hangar Area
065127*	3/8/2018	J B Dewar, Inc	\$315.90		Fuel Expense - Gas/Diesel
065128*	3/8/2018	Limotta Internet Technologies	\$729.50		Computer Support Services
065129*	3/8/2018	Pacific Telemanagement Services	\$227.92		Pay Phone Service
065130*	3/8/2018	ReadyRefresh by Nestle	\$90.35		Water Delivery
065131*	3/8/2018	Santa Barbara Cnty Special District	\$120.00		Chapter Meeting
065132*	3/8/2018	VTC Enterprises	\$60.00		Trash - Paper Recycling
065133*	3/12/2018	Calportland Construction	\$14,959.51	\$13,562.28	Terminal Apron Reconstruction
065134*	3/12/2018	Pacific Gas & Electric Company	\$727.14		Electricity
065135 -065192		VOID	\$0.00		
065193	3/16/2018	Adamski Moroski	\$7,022.00		Legal Service
065194	3/16/2018	Advantage Answering Plus	\$255.03		Answering Service
065195	3/16/2018	Aflac	\$627.32		Voluntary Ins. - Employee
065196	3/16/2018	BC Pump Sales & Service, Inc	\$320.40		Equipment Maint. - Shop
065197	3/16/2018	Blueglobes, Inc.	\$367.62		Lighting & Nav Aid Maint.
065198	3/16/2018	Brayton's Power Wash & Sweep	\$950.00		Pavement - Roads
065199	3/16/2018	Carquest Auto Parts	\$48.58		Auto Maint. - Mechanical
065200	3/16/2018	Consolidated Electrical Distributors, Inc.	\$178.96		Lighting Maintenance
065201	3/16/2018	City of Santa Maria	\$283.10		Construction Meter
065202	3/16/2018	Clark Pest Control	\$760.00		Pest Control - Terminal & Adm.
065203	3/16/2018	Coast Clutch & Brake Supply	\$275.09		Heavy Equip. Maint. - Mech.
065204	3/16/2018	De Lage Landen	\$101.60		Lease/Maint. - Copier
065205	3/16/2018	Fastenal Company	\$94.17		Shop Supplies
065206	3/16/2018	Frontier Communications	\$175.29		Telephone Service
065207	3/16/2018	Interstate Batteries	\$21.50		Auto Maint. - Mechanical
065208	3/16/2018	J B Dewar, Inc	\$462.07		Fuel Expense - Gas/Diesel
065209	3/16/2018	J.D. Humann Landscape Contr.	\$4,337.36		Landscape Maintenance
065210	3/16/2018	Lee Central Coast Newspapers	\$1,217.56		Request For Proposals
065211	3/16/2018	Magical Machine Shop	\$260.00		Heavy Equipment Maint.
065212	3/16/2018	Mission Uniform Service	\$229.30		Uniform Service

Santa Maria Public Airport District

Demand Register

Check Number	Check Date	Vendor Name	Check Amount	AIP Funding	Description
065213	3/16/2018	Office Depot	\$254.47		Office Supplies
065214	3/16/2018	PATHPOINT	\$1,132.32		Airport Maintenance Service
065215	3/16/2018	Safety-Kleen	\$172.00		Solvent
065216	3/16/2018	Sage Institute Inc.	\$775.83		Consulting Service
065217	3/16/2018	County of Santa Barbara EHS/ CUPA	\$1,035.00		Hazardous Materials Permit
065218	3/16/2018	Service Star	\$11,265.77		Janitorial Service
065219	3/16/2018	S Lombardi & Assoc., Inc.	\$1,325.00		Airport Advertising
065220	3/16/2018	Softec	\$2,500.00		Advertising
065221	3/16/2018	Midi, Inc. DBA Valley Glass & Mirror	\$566.00		Buildg Maint. - Terminal
Total Checks Written			\$57,923.33	\$13,562.28	

***Approved by one Board Member**

Electronic Payments

3/1/2018	CalPERS Pers	\$5,825.86
3/1/2018	CalPERS Pers	\$24.52
3/5/2018	CalPERS Pers	\$4,758.54
3/5/2018	CalPERS Pers	\$4,758.54
3/8/2018	Mass	\$3,769.79
3/12/2018	Medical	\$12,751.15
3/13/2018	Mass	\$3,455.09
Total Electronic Funds Transfer		\$35,343.49
Total Funds Dispersed		\$93,266.82

Santa Maria Public Airport District
Statements of Net Position
For the Six Months Ending December 31, 2017

	Qtr Ending 09/30/17	Qtr Ending 12/31/17	Year to Date 12/31/17
Current assets:			
Cash and cash equivalents	\$1,669,225	\$1,844,402	\$1,844,402
Restricted - cash and cash equivalents	\$1,967,435	\$1,967,435	\$1,967,438
Certificate of deposit	\$8,000	\$8,000	\$8,000
Accrued interest receivable	\$2,506	\$433	\$433
Accounts receivable customers and tenants, n	(\$21,904)	\$85,318	\$85,318
Prepaid expenses and deposits	\$71,301	\$57,494	\$57,494
	<hr/>	<hr/>	<hr/>
Total unrestricted assets current	\$3,696,563	\$3,963,081	\$3,963,081
Non-current assets:			
Note receivable	\$122,788	\$122,788	\$122,788
Capital assets, net	\$33,200,610	\$33,137,408	\$33,137,408
	<hr/>	<hr/>	<hr/>
Total non-current assets	\$33,323,398	\$33,260,196	\$33,260,196
	<hr/>	<hr/>	<hr/>
Total assets	\$37,019,961	\$37,223,277	\$37,223,277
Deferred outflows of resources:			
Deferred pension outflows	\$309,433	\$309,433	\$309,433
	<hr/>	<hr/>	<hr/>
Total deferred outflows of resources	\$309,433	\$309,433	\$309,433
Current liabilities:			
Accounts payable and accrued expenses	\$663,922	\$684,670	\$684,670
Accrued wages and related payables	\$9,616	\$13,633	\$13,633
Unearned revenue - hangar and other rentals	\$144,909	\$144,909	\$144,909
Hangar and other deposits	\$111,522	\$111,230	\$111,230
	<hr/>	<hr/>	<hr/>
Total Current Liabilities	\$929,969	\$954,442	\$954,442
Long-term liabilities			
Compensated absences	\$126,253	\$121,201	\$121,201
Land improvements payable	\$31,131	\$28,763	\$28,763
other post-employment benefits payable	\$65,331	\$65,331	\$65,331
Net pension liability	\$1,495,222	\$1,495,222	\$1,495,222
	<hr/>	<hr/>	<hr/>
Total long term liabilities	\$1,717,937	\$1,710,517	\$1,710,517
	<hr/>	<hr/>	<hr/>
Total liabilities	\$2,647,906	\$2,664,959	\$2,664,959
Deferred inflows of resources:			
Deferred pension inflows	\$178,148	\$178,148	\$178,148
	<hr/>	<hr/>	<hr/>
Total deferred inflows of resources	\$178,148	\$178,148	\$178,148
Net position:			
Net investment in capital assets	\$33,138,348	\$33,079,881	\$33,079,881
Restricted	\$1,967,435	\$1,967,435	\$1,967,438
Unrestricted	(\$721,501)	(\$533,028)	(\$533,031)
	<hr/>	<hr/>	<hr/>
Total net assets	\$34,384,281	\$34,514,289	\$34,514,289

Santa Maria Public Airport District
Statements of Revenues, Expenses and Chanes in Net Position
For the Six Months Ending December 31, 2017

	<u>Qtr Ending 09/30/17</u>	<u>Qtr Ending 12/31/17</u>	<u>Year to Date 12/31/17</u>
Operating revenues:			
Landing area usage	\$71,117	\$119,627	\$119,627
Hangar area usage	\$160,088	\$317,325	\$317,325
Main hangar and F.B.O.	\$152,502	\$301,366	\$301,366
Terminal area usage	\$115,069	\$216,844	\$216,844
Land usage	\$370,889	\$730,876	\$730,876
Operating grant revenue	\$6,580	\$11,020	\$11,020
Other charges and fees	\$340	\$10,498	\$10,498
	<u>\$876,585</u>	<u>\$1,707,556</u>	<u>\$1,707,556</u>
Operating expenses:			
Landing area usage	\$173,812	\$346,529	\$346,529
Hangar area usage	\$15,390	\$29,254	\$29,254
Main hangar and F.B.O.	\$17,626	\$30,131	\$30,131
Terminal area usage	\$88,355	\$155,756	\$155,756
Land usage	\$90,305	\$178,829	\$178,829
Public administration	\$707,140	\$1,467,938	\$1,467,938
	<u>\$1,092,628</u>	<u>\$2,208,437</u>	<u>\$2,208,437</u>
Total operating expenses	<u>\$1,092,628</u>	<u>\$2,208,437</u>	<u>\$2,208,437</u>
Operating income (loss) before depreciation	(\$216,043)	(\$500,882)	(\$500,882)
Depreciation and amortization of capital assets	(\$561,314)	(\$1,121,082)	(\$1,121,082)
	<u>(\$777,357)</u>	<u>(\$1,621,964)</u>	<u>(\$1,621,964)</u>
Operating gain/(loss)	<u>(\$777,357)</u>	<u>(\$1,621,964)</u>	<u>(\$1,621,964)</u>
Nonoperating revenues (expenses):			
Property taxes and assessments		\$871,650	\$871,650
Interest earnings cash and cash equivalents	\$10,770	\$20,648	\$20,648
Revenue guarantee	(\$134,603)	(\$184,603)	(\$184,603)
	<u>(\$123,833)</u>	<u>\$707,694</u>	<u>\$707,694</u>
Total nonoperating revenues, net	<u>(\$123,833)</u>	<u>\$707,694</u>	<u>\$707,694</u>
Net loss before capital contributions	<u>(\$901,190)</u>	<u>(\$914,269)</u>	<u>(\$914,269)</u>
Capital contributions:			
Federal capital grants	\$754,758	\$870,886	\$870,886
Passenger Facility Charges	\$28,859	\$55,818	\$55,818
	<u>\$783,617</u>	<u>\$926,704</u>	<u>\$926,704</u>
Total capital contributions	<u>\$783,617</u>	<u>\$926,704</u>	<u>\$926,704</u>
Change in net assets	<u>(\$117,573)</u>	<u>\$12,435</u>	<u>\$12,435</u>
Net assets beginning of period	<u>\$34,501,854</u>	<u>\$34,501,854</u>	<u>\$34,501,854</u>
Net assets end of period	<u>\$34,384,281</u>	<u>\$34,514,289</u>	<u>\$34,514,289</u>



MEMORANDUM

Santa Maria Public Airport District

March 22, 2018

TO: Board of Directors

FROM: Manager of Finance and Administration

SUBJECT: Budget Deviation #4 for 2017 - 2018 Budget

It is recommended that the 2017 - 2018 Budget be amended to include the following changes:

Expenses			Proposed Budget Amount	Current Budget Amount	Increase/ (Decrease)
1.)	22000-036	Main Hangar South Side Renovation	\$9,080	\$0	\$9,080
2.)	22000-098	Sweeper	\$296,795	\$250,000	\$46,795
3.)	22000-109	Vehicles for Operations and Police Depart.	\$78,871	\$30,000	\$48,871
			<u>\$384,746</u>	<u>\$280,000</u>	<u>\$104,746</u>

- 1.) Maintenance done in order to prepare space for lease.
- 2.) This item was previously approved by the Board of Directors.
- 3.) This budget item was for an Operation Vehicle only but the District was required by contract to provide a police vehicle to be used at the airport.

Approved:

Veroneka Reade, Manager of Finance & Administration

Recommended:

Chris Hastert, General Manager

Approved Board Meeting
of March 22, 2018:

Carl Engel, Secretary

TARTAGLIA ENGINEERING

7360 El Camino Real, Suite E • P.O. BOX 1930 • Atascadero, CA 93422
Phone: 805-466-5660 • civilengineers@tartaglia-engineering.com

Chris Hastert, General Manager
Santa Maria Public Airport District
3217 Terminal Drive
Santa Maria, CA 93455

September 26, 2017

File: 13-33

Project: Santa Maria Public Airport: Terminal Apron Rehabilitation Project
Subject: Project Completion

Dear Mr. Hastert:

Construction on the Terminal Apron Rehabilitation Project has reached substantial completion. The project was successful in providing the necessary structural capacity to serve the airports design aircraft. The terminal Apron was opened to aircraft on September 11, 2017

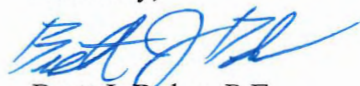
To the best of my knowledge, information and belief, and on the basis of final inspection and on-going observations during construction by Tartaglia Engineering (Brett Dolan, P.E.), the construction of the improvements included in this project is complete.

The project had a 150 working day construction contract period. Day 1 was October 17, 2016. A contract suspension was issued on January 30, 2017. The contract was resumed on April 10, 2017. Rain days and impacts to operations related to unsuitable subgrade issues will be added to the contract through Contract Change Order #1. The revised number of contract working days for this project is 187. All major items of contract work were completed on September 11, 2016, contract working day 162. CalPortland Construction, the general contractor, and subcontractors provided quality work and completed the effort in a timely manner

Tartaglia Engineering is currently working on the as-built plans and final engineers report. The effort should be complete within the next 40 days.

As always, I am available should you have any questions regarding the project or this correspondence. Thank you.

Sincerely,



Brett J. Dolan, P.E.
Project Engineer

REVOCABLE PERMIT AGREEMENT
VIVA SANTA MARIA

THIS REVOCABLE PERMIT AGREEMENT, (herein called "Agreement") entered into this 22nd day of March 2018;

BY AND BETWEEN

SANTA MARIA PUBLIC AIRPORT DISTRICT, a public airport district organized pursuant to Public Utilities Code Sections 22001, et seq., hereinafter referred to as "District";
and
International Aerobatic Club, Chapter 26, hereinafter referred to as "Permittee";

WITNESSETH

WHEREAS, District is the owner of the Santa Maria Public Airport ("Airport"), which airport is located in the City of Santa Maria, County of Santa Barbara, California; and

WHEREAS, Permittee desires to use portions of said Airport August 31, 2018-September 4, 2018 for the purpose of conducting and aerobatic contest; and

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and promises contained herein below, it is mutually agreed as follows:

1. **SCOPE OF PERMIT**

District hereby gives Permittee permission to utilize portions of the Santa Maria Public Airport for the staging and conducting an aerobatic contest, hereinafter referred to as "Activities", and for purposes incidental thereto for the dates and times described in Paragraph 4 below, subject to the conditions set forth below.

2. **FEE**

Pursuant the Districts' rates and charges schedule, the fee for this permit is as follows:

August 31 st – September 4 th (Three Day Event, not including setup/teardown)	\$1500.00
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3. **NATURE OF INTEREST GRANTED**

For all the purposes of this permit, Permittee is and shall be deemed to be, with respect to District, a licensee. It is mutually agreed and understood that nothing contained in this permit shall be deemed or construed to constitute a partnership or joint venture between the parties to this permit. This Agreement is merely for the purpose of allowing Permittee to use the airport and the facilities thereon to stage and conduct said Event and activities related and incidental thereto.

4. EFFECTIVE DATES OF PERMIT

This permit shall allow Permittee to utilize portions of the airfield of the Santa Maria Public Airport depicted in Exhibit "A" attached and incorporated by this reference, pursuant to the terms and conditions of this Agreement and any reasonable access for preparation, removal of equipment, and cleanup associated with the Activities.

5. OBLIGATIONS OF PERMITTEE

This Agreement is contingent upon the following:

A. Permittee shall obtain the approval of the Federal Aviation Administration (FAA) for all phases of said Activities requiring such approval.

B. Permittee shall notify and coordinate with the District and obtain approval for specific dates and times for use. The Activities shall not affect normal airport operations and shall minimize the Activity's impact to tenants and other users.

C. Permittee shall furnish all personnel necessary to direct automobile parking, give traffic direction, and provide crowd control.

D. Permittee shall provide all sanitary and first aid facilities necessary to accommodate expected crowds and sufficient adult security personnel to protect based and transient aircraft and participating aircraft, vehicles and equipment, to direct automobile parking, give traffic directions, to provide crowd control, and to prevent attendees from leaving the Activity area and entering onto active aircraft pavements during the period of this permit.

E. Permittee shall arrange all fire protection, ambulance and aircraft crash rescue functions as are deemed necessary by the parties hereto or by any agency with jurisdiction.

F. Permittee shall clean up, repair and maintain any area of the Santa Maria Public Airport impacted by activity under this permit, immediately subsequent to the close of the Activities. Permittee shall clean the entire area used by it, remove any and all debris and trash, and restore the area to the condition existing immediately prior to the commencement of Permittee's operations.

G. Permittee shall obtain and timely bear the expense of all licenses, permits, and other authorization required by applicable public agencies. Permittee shall pay promptly all lawful taxes and assessments which may be levied by federal, state, county, city or other tax levying body on any taxable interest of Permittee, including possessory interest taxes, as well as all taxes and assessments on taxable personal property of whatever nature owned by Permittee and located on the permit premises.

H. Permittee and its invitees shall access the Activity area only through the gates V16, V17, V28, and D13 (Radisson Door). Use of any other gate is subject to approval by District.

6. OBLIGATIONS OF DISTRICT

A. District may in its sole discretion make available for use by Permittee District-owned property, both real (buildings, etc.) and personal for which District may charge a reasonable fee.

B. The use of District's real or personal property shall be at no cost to District above and beyond normal operating costs of the Airport and Permittee shall bear all costs connected with the staging of said Activities incidental thereto.

C. Permittee shall not interfere with the regular operation of persons engaged in air commerce or tenants doing business on the airport by virtue of a lease with District.

7. SAFETY

Safety shall be the keynote of this Activity. Anyone deemed to have acted, flown or driven in an unsafe or reckless manner, or in a manner and style considered beyond good airmanship and safety shall be barred from the Event, escorted from the airport by Permittee or District, and barred from any further flight. It shall be the duty of Permittee to ensure that safety and proper airmanship will be observed at all times. Permittee shall take any and all steps necessary, including prohibition of flying, when Permittee or District determine that the principles of good airmanship and/or safety have been violated. In the absence of an FAA monitor, District's General Manager, or his representative, may stop any and/or all unsatisfactory flight operation until the unsafe or unsatisfactory condition is corrected.

8. INSURANCE

A. To the extent insurance covering the Event is available (the cost of insurance is irrelevant to whether it is considered available under this provision), Permittee shall obtain and maintain in full force and effect during the period of the Event and/or any activity pertaining thereto (including setup of premises, practice flights, performance, cleanup, and dismantling):

a) Commercial general liability insurance, including bodily injury and death liability, property damage liability and premises liability of at least \$1,000,000 for each accident or occurrence.

b) The Santa Maria Public Airport District, its directors, employees, officers, agents, and representatives, are to be included as additional named insured.

c) Comprehensive general liability insurance including public liability, contractual liability and property damage.

d) The Santa Maria Public Airport District shall be an additional insured on the policy and shall be provided a Certificate of Insurance not less than fifteen (15) days prior to the scheduled event date showing that coverage is in effect for the entire period of the Permit. No material change in coverage or cancellation may be made after that time.

B. Permittee shall file with District's General Manager prior to any and all activities pertinent to the granting of this permit and/or its rights and privileges (including setup of premises, practices, performances, cleanup, and dismantling), a Worker's Compensation insurance certificate covering its employees (if any). Coverage shall be statutory limits.

9. DISTRICT HELD HARMLESS

Permittee shall defend (with legal counsel acceptable to District), indemnify, and hold harmless the District, its officers, employees and agents from and against all liability, loss, judgment, claims, demands, costs and expenses for injuries to or death of persons, or damages to property caused by Permittee, its agents, invitees, performers or employees, or by their use or occupancy of the Santa Maria Public Airport, excluding only liability or loss occasioned, caused or suffered by the sole active negligence or willful misconduct of District.

Further, Permittee shall defend, indemnify, and hold harmless the District, its officers, employees and agents, from and against all liability, judgment, loss, claims, demands, costs and expenses which may accrue, as a consequence of District granting this permit and agreement to Permittee, and from Permittee's compliance with the provisions of District's rules, regulations, resolutions and ordinances required by District.

10. NO DEMANDS UPON DISTRICT

Permittee accepts the Santa Maria Public Airport in the condition the Airport is in immediately prior to Permittee's occupation and use thereof for the purposes of this permit and shall make no demand upon District for any alterations, repairs, or construction.

11. USE OF SANTA MARIA PUBLIC AIRPORT

Permittee may use such public-use areas and facilities at the Santa Maria Public Airport as are designated by District's General Manager. Permittee shall have the right to construct and maintain such temporary facilities and/or structures as are necessary for operations as allowed by this permit, including controlling the ingress and egress of the public and Event participants, provided District's General Manager first approves any such temporary facilities and/or structures. Upon the request of District's General Manager, Permittee shall remove said temporary facilities and/or structures.

12. DAMAGE TO SANTA MARIA PUBLIC AIRPORT

Permittee shall repair or cause to be repaired, at its own expense, any and all damage and injury to the property of District or to the property of others on the Santa Maria Public Airport, and which damage has been caused by Permittee, its agents, employees, or others who may be on the airport for any purpose connected with the staging and operation of the Event or attendance at the Event. This provision includes but is not limited to all aircraft moved from their normal and regular tiedown or parking spaces to make room for Event activities, until returned to their normal and regular tiedown or parking spaces. Permittee accepts full legal liability and responsibility for all such aircraft while located at the Santa Maria Public Airport whether at their regular tiedown locations or otherwise.

13. COVENANTS

Permittee specifically agrees and covenants as follows:

A. That in its operation of the Activity and the operation of all of its activities on the Santa Maria Public Airport, neither it nor any person or organization occupying space or facilities thereon will discriminate against any person or class of persons by reason of age, disability, sex, race, color, creed, or national origin in the use of any facilities provided for the public on the airport.

B. That in rendering to the public any service (including the furnishing or sale of admission tickets, transportation, supplies, or materials) essential to its operation at the airport, it will:

1) Furnish such service on a fair, equal, and not unjustly discriminatory basis to all users thereof; and

2) Charge fair, reasonable, and not unjustly discriminatory prices for each unit or service; provided that Permittee may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.

C. This permit is subject to all existing leases, licenses, and other agreements for the use of the Airport between District and any other person or entity.

D. Permittee will obey the rules and regulations as may from time to time be promulgated by District or its authorized agents in charge of the airport, to ensure the safe and orderly conduct of operations at the Airport. Permittee shall also obey the aviation-related rules and regulations as may from time to time be promulgated by the United States, or by any of its departments or agencies, and by the State of California. Specifically, District's official Rules and Regulations governing operations at the Santa Maria Public Airport, as may be amended from time to time, are incorporated by reference into this permit and made a part hereof.

E. Permittee shall use the airport in an orderly, peaceable, and quiet manner, and in strict compliance with all applicable laws and ordinances and shall not use the premises, nor allow any person or persons to use the premises, for any purpose whatsoever that is in violation of any law or ordinance.

14. NO ASSIGNMENT, DELEGATION, NOR SUBLICENSING

This Agreement, being the nature of a personal and revocable permit, may not be assigned, delegated, nor can it as a whole, be the subject of a concession or sublicense agreement. However, Permittee may allow concessionaires to enter upon the Santa Maria Public Airport for the performance of functions and services within the scope of the uses allowed to Permittee under the provisions of this Agreement. To avoid uncontrolled vending of merchandise during the period of this permit, only those tenants having an agreement with District, and concessionaires, exhibitors, and salespersons having written agreements with Permittee, will be allowed to sell to the public on the airport.

15. RIGHT TO AMEND

This permit shall be subordinate to the provisions of any existing or future Agreement between District and the United States, including those by which District obtains federally owned surplus property or federal aid for the improvement, operation, and/or maintenance of the airport. In the event that the Federal Aviation Administration, or any other federal agency, requires modifications or changes in or revocation of this permit as a condition for the granting of funds for the improvement of the airline terminal or lands and improvements covered by its laws, rules, or regulations, Permittee agrees to consent to the amendments, modifications, revisions, supplements, or deletions of any of the terms, conditions, or requirements, or revocation of this permit as may be required to obtain such funds.

16. SPECIAL PROVISION

Nothing contained in this permit shall be construed as granting or authorizing the granting of an exclusive right within the meaning of Section 308 of the Federal Aviation Act of 1958.

17. CANCELLATION BY DISTRICT

District, in addition to any rights to which it may be entitled by law, may cancel or revoke this permit upon or after the occurrence of any of the following events:

A. The assumption by the United States Government, or any of its authorized agencies, of the operational use or control of the Santa Maria Public Airport, or any substantial part of the airport, in such manner as to substantially restrict the use of the airport for any of the purposes for which Permittee is authorized;

B. The existence or operation of any rule, regulation, sponsor assurance, or order of the Federal Aviation Administration, directly or indirectly, requiring the discontinuance or substantial reduction of the use of the airport for any of the purposes for which Permittee is authorized;

C. The issuance of an injunction by any court of competent jurisdiction restraining the use of the airport for any of the purposes for which Permittee or District are authorized;

D. The appointment of a receiver of Permittee's assets which results in a liquidation of Permittee's assets;

E. The general assignment of this permit by Permittee for the benefit of creditors;

F. The default by Permittee in the performance of any of the terms and conditions required by this permit to be kept and performed.

G. The occurrence of any event which in the opinion of District's General Manager threatens the safety of those using the Airport, the Airport itself, or property on the Airport.

18. WAIVER

It is agreed that a failure on the part of District to take appropriate action or to declare this permit terminated for default by Permittee in any one or more of the terms, covenants, or conditions will not be considered or construed as a waiver by District of such right on any further or future default on the part of Permittee.

19. SURRENDER

Permittee covenants that on the expiration of this permit, Permittee will peaceably and quietly leave and surrender the premises in as good condition as they are now (or may be at time of entry under this permit) after making alterations, additions, or improvements as permitted by District, ordinary wear and tear excepted.

20. TIME

Concerning this permit and the performance of each and every provision contained in it, time is of the essence.

21. SECTION HEADINGS

The section headings contained in this permit are for convenience in reference and are not intended to define, govern, limit, modify, or in any manner affect the scope, meaning, or intent of the provisions of this permit.

22. NOTICES

Notices pursuant to this Agreement shall be given by United States mail, postage prepaid, addressed to the parties hereto as follows:

District: SANTA MARIA PUBLIC AIRPORT DISTRICT
3217 Terminal Drive
Santa Maria, CA 93455

Permittee: Stephen De La Cruz
International Aerobatic Club, Chapter 26
22040 Flathead Road
Apple Valley, CA 92307

23. ATTORNEY FEES

In the event of any action, proceeding or lawsuit to enforce or interpret the provisions of this Agreement, the prevailing party shall be entitled to recover its costs and expenses, including reasonable attorney fees.

24. PARTICIPANT RELEASES

Permitee shall ensure that all participants in the Event execute the Acknowledgement/Release of Indemnity in the form attached hereto as Exhibit "B" prior to participation in any Event activities.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be fully executed.

Approved as to content
for District:

SANTA MARIA PUBLIC AIRPORT DISTRICT

General Manager

By _____
Hugh Rafferty, President

Approved as to form
for District:

By _____
Carl Engel, Secretary

District Counsel

International Aerobatic Club, Chapter 26

By _____
Stephen De La Cruz



IAC 26 Annual Aerobatic Contest Santa Maria Airport 2018

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1. Organization Model

The International Aerobatic Club (IAC) is a division of the Experimental Aircraft Association (EAA). The IAC is further broken down into region clubs. IAC Chapter 26 is a non-profit 501(c)(3) club dedicated to the sport of aerobatics.

2. Security Coordinators

IAC 26 is a volunteer organization and does not have a permanent security coordinator. However, for the purpose of this permit, the contest director will serve as the 24 hour contact.

Contest Director:

Stephen De La Cruz

Primary Cell: (760) 963-6426

Secondary Cell: (858) 335-9683

fj40cruzer@me.com

3. AOA Gate And Door Access

The main points of entry to the airport for this event are:

Airport Access Points:

- i. Raddison Hotel ramp access door (see map - Airport Access Points)
- ii. Gate at end of road (see map - Airport Access Points)
- iii. Gate near Jet Center (see map - Vehicle Access to Judges Lines)

4. Employee Movement

Movement of employees will be limited by badge access and event duties. Movement of non-badged participants will be supervised by badged participants assisting in managing the event.

Anticipated Participant Movement / Judges Lines:

- i. Ramp outside Radisson Hotel (see map - Airport Access Points)
- ii. Judges line (see map - Judges Areas)

5. Alternate Security Measures

Should conditions require altered security arrangements, contest personnel will notify KSMX as soon as possible and will perform, to the maximum extent possible, the necessary measures to maintain security.

6. Missing Keys / Access Cards

Access Card Control

To help prevent the loss of keys or access cards, IAC 26 will do the following:

- i. Badges will be collected from the airport office by an IAC 26 POC prior to the event
- ii. Badges will be used and displayed throughout the event
- iii. When badges are not required, they will be secured in a locked environment out of sight
 - a. Purse
 - b. Car
 - c. Hotel room
- iv. All badges will be returned to the airport office after the event for securing between annual activities.

IAC 26 will notify the airport immediately once a key or access card has been determined to be missing.

5. Change Of Agreement

IAC 26 will notify the airport of any changes to this agreement and will provide alternate means means of compliance.

6. Notification Of Lock Replacement

IAC 26 will notify airport management if keys have been lost or not returned.

7. Airport / TSA Audit

IAC 26 understands that the airport or TSA may audit our records and security procedures with or without notice, and are subject to no-notice TSA inspections and tests.

8. ATSA Fines

IAC 26 understands that escalating monetary fines may be imposed if IAC 26 fails to comply with the ATSA and any other security procedures.

9. ATSA Suspension

IAC 26 understands that the airport may terminate the ATSA at any time.

10. Distribution, Storage, And Disposal of SSI

IAC 26 will not generate, handle, or require access to any SSI materials.

Definitions

AOA	Airport Operations Area
ATSA	Airport Tenant Security Agreement
EAA	Experimental Aircraft Association
IAC	International Aerobatic Club
POC	Point Of Contact
KSMX	Santa Maria Airport
SSI	Sensitive Security Information
TSA	Transportations Security Administration

Airport Access Points



Aerobic Box Overview



Aerobatic Box Specifics

[SHOW HELP](#)
[SAVE AS FAVORITE](#)


[EMAIL THIS MAP](#)

All box and boundary locations are described relative from the Judges position.
 Written for API v2 by Gus Fraser IAC-52
 Modified for API v3 by Sergey Prolagayev IAC-52

Box Coordinates

Location	Lat	Long	
Back Left	034°53'30.74"N	120°27'50.95"W	SHOW DETAIL
Back Center	034°53'40.26"N	120°28'06.91"W	SHOW DETAIL
Back Right	034°53'49.77"N	120°28'22.88"W	SHOW DETAIL
Center Left	034°53'43.84"N	120°27'39.35"W	SHOW DETAIL
Center Box	034°53'53.36"N	120°27'55.31"W	SHOW DETAIL
Center Right	034°54'02.87"N	120°28'11.28"W	SHOW DETAIL
Front Left	034°53'56.94"N	120°27'27.74"W	SHOW DETAIL
Front Center	034°54'06.45"N	120°27'43.71"W	SHOW DETAIL
Front Right	034°54'15.97"N	120°27'59.68"W	SHOW DETAIL

Boundary Coordinates

Location	Lat	Long	
Back Left	034°53'49.42"N	120°28'25.64"W	SHOW DETAIL
Back Right	034°53'28.48"N	120°27'50.51"W	SHOW DETAIL
Front Left	034°54'18.23"N	120°28'00.12"W	SHOW DETAIL
Front Right	034°53'57.3"N	120°27'24.99"W	SHOW DETAIL

X Axis Heading	Form B	Form C
	306	126

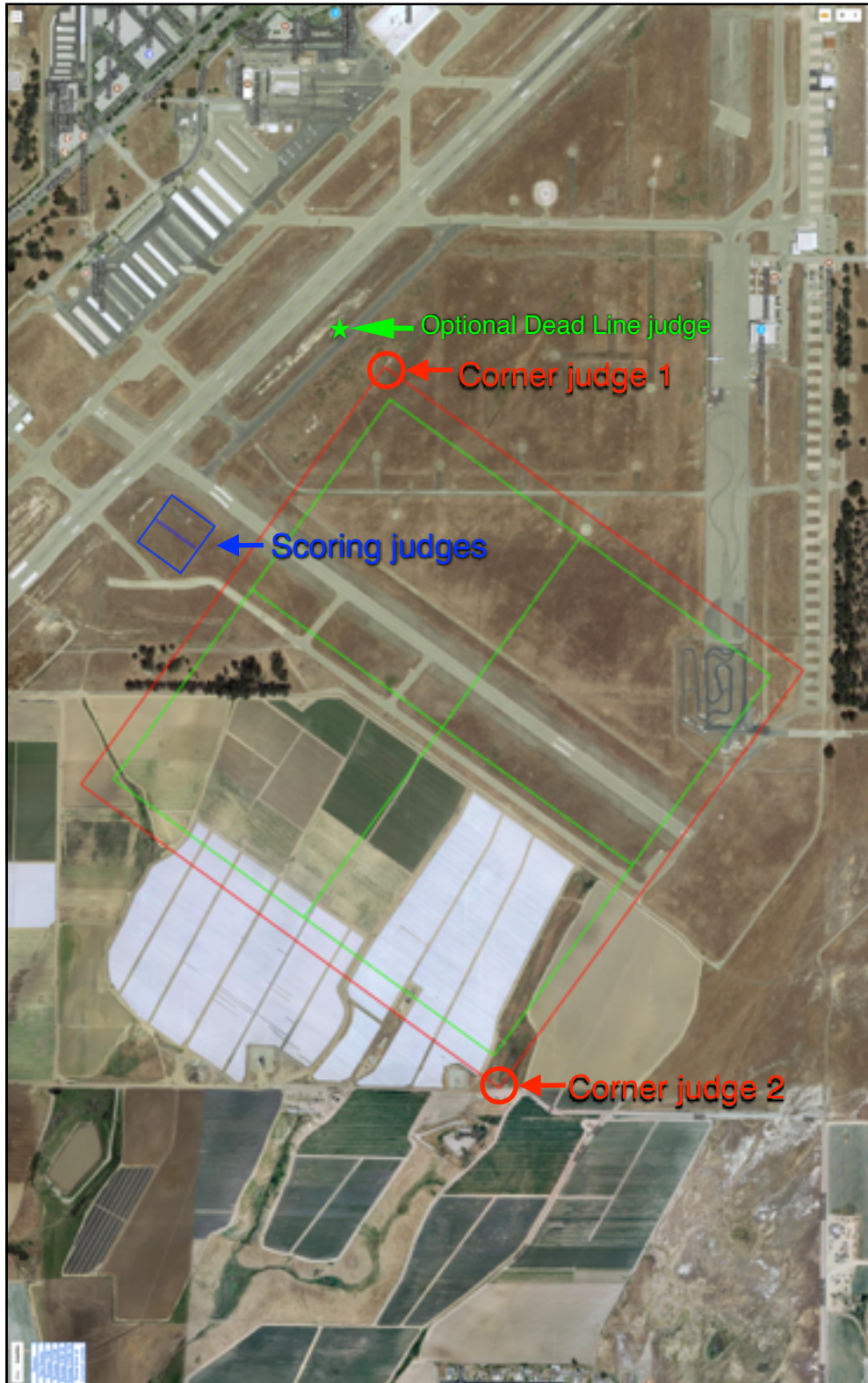
Judges can be positioned anywhere along the blue line which runs

From	034°54'10.38"N	120°27'40.23"W	SHOW DETAIL
To	034°54'13"N	120°27'37.91"W	SHOW DETAIL

Judges Line Setup



Judges' Areas



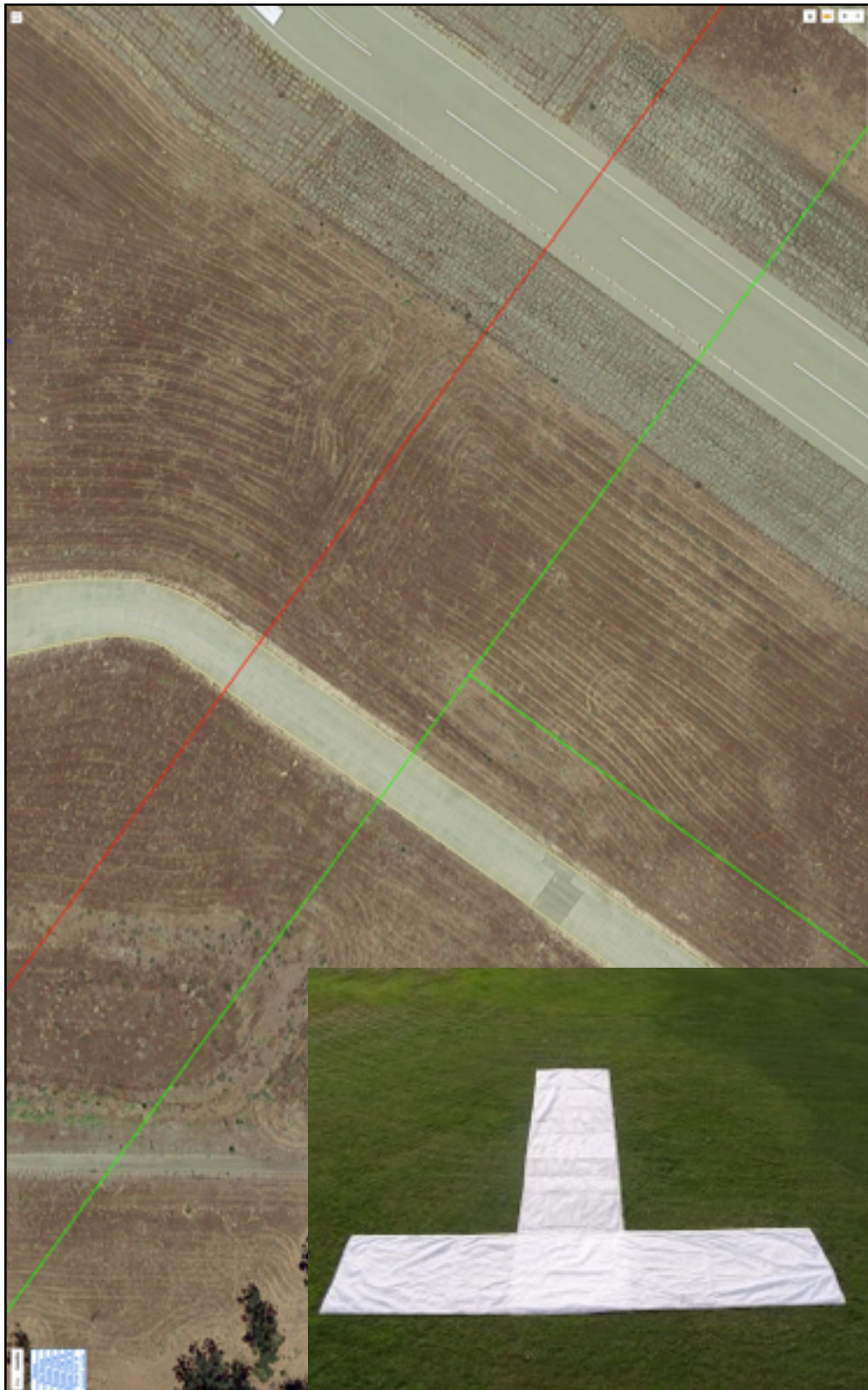
Box Markers Overview



Front Left



Front Center



Front Right



Center Left



Center



Center Right



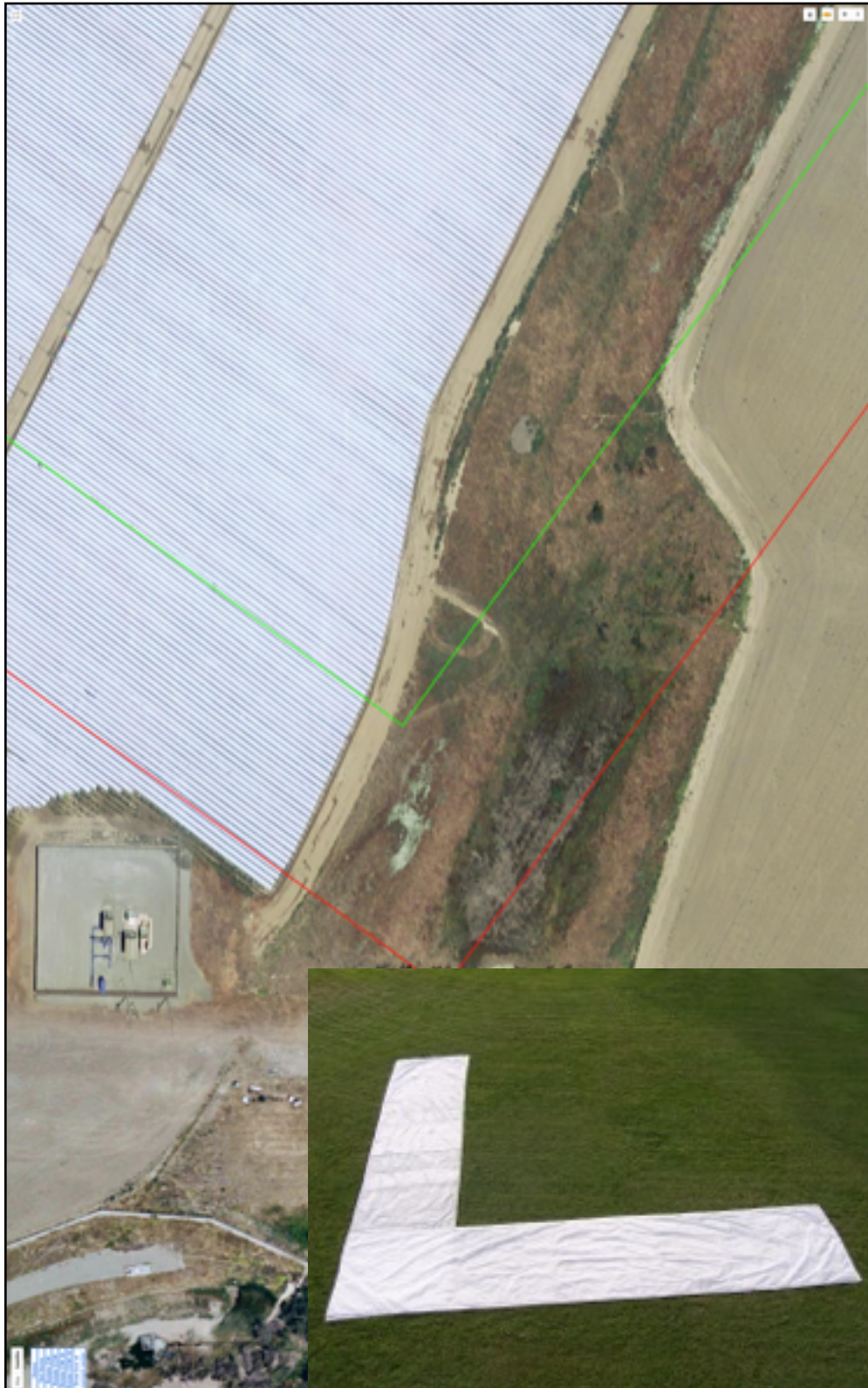
Back Left



Back Center



Back Right



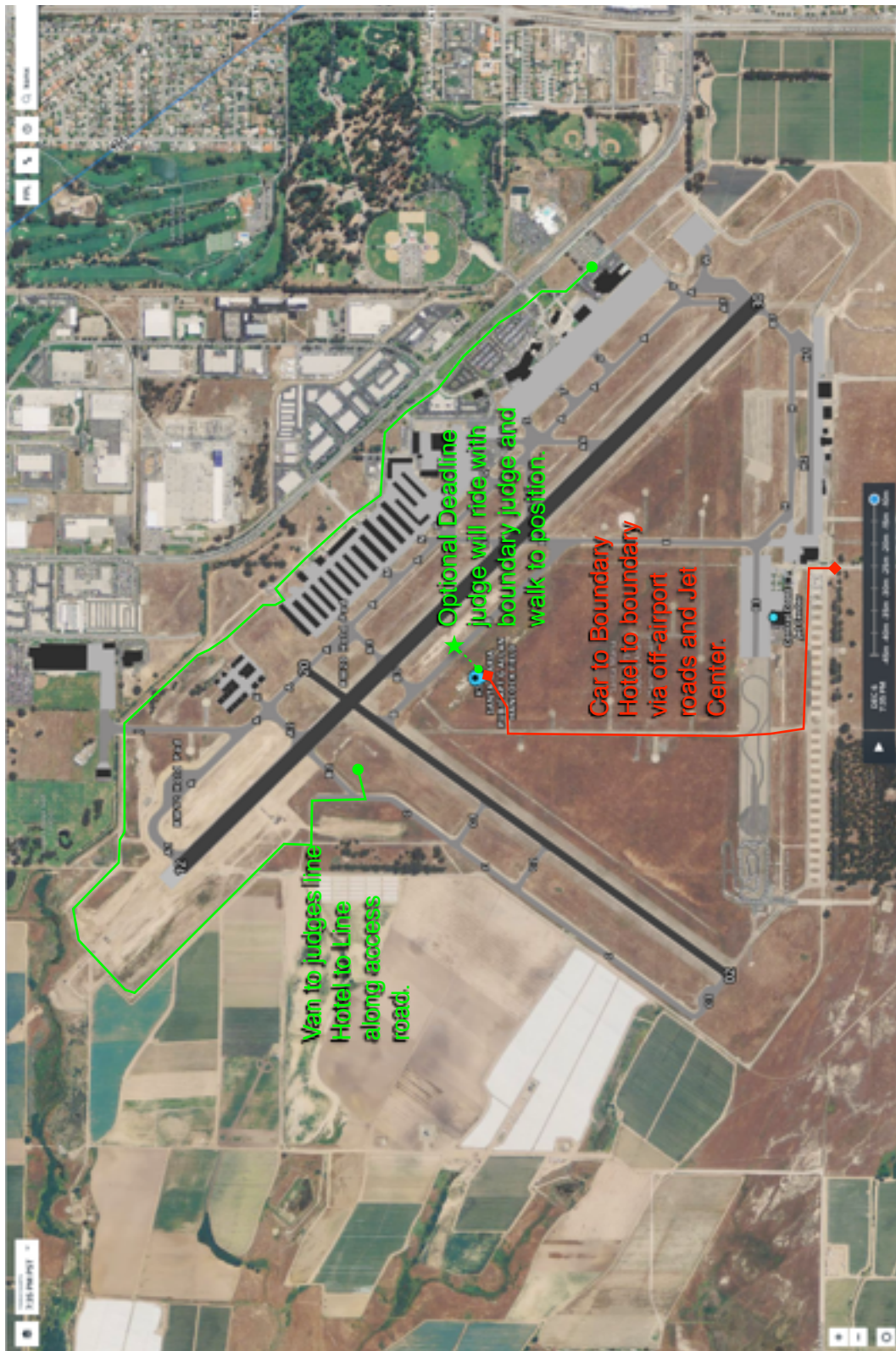
Corner / Deadline Judge Fixture

The corner judge fixture uses two parallel bars to sight a plane that defines the boundaries of the aerobatic box. By having a device that has two sides set at 90 degree angles, a single person can monitor and judge 2 sides of the aerobatic box. 2 corner judges are all that are required to monitor all 4 sides.

The Deadline judge may be used if the participant is prohibited from flying too close to a runway. They use the same device however only need to monitor 1 side.



Vehicle Access to Judges Lines



FIRST AMENDMENT OF SERVICE AGREEMENT
ARCHITECT DESIGN AND CONSTRUCTION ADMINISTRATION FOR
ROOF REPAIR AT THE
SANTA MARIA PUBLIC AIRPORT DISTRICT

RE: By this Agreement, dated April 11, 2016 between SANTA MARIA PUBLIC AIRPORT DISTRICT (herein called "District") and RICHARD N. MCKENZIE, A PROFESSIONAL ARCHITECTURAL CORPORATION dba ARCHITECT'S CONSULTING SERVICE, (herein called "Architect"), District hires Architect to perform, and Architect agrees to perform, the professional Architect services described below, subject to the following terms, conditions and provisions:

The SANTA MARIA PUBLIC AIRPORT DISTRICT ("District") and ARCHITECT'S CONSULTING SERVICE ("Architect") agree to amend the Agreement effective March 22, 2018, as follows:

1. **TIME OF PERFORMANCE.** The time to complete the services is extended from April 11, 2017 to June 30, 2018.

All of the terms, covenants, conditions, provisions and agreements of said Agreement, as amended, shall remain in full force and effect.

Dated: March 22, 2018

DISTRICT:

Approved as to content for
District:

SANTA MARIA PUBLIC AIRPORT DISTRICT

General Manager

Hugh Rafferty, President

Approved as to form for District

Carl Engel, Secretary

District Counsel

ARCHITECT:

ARCHITECT'S CONSULTING SERVICE

Richard N. McKenzie, President